



GILMAC LIMITED



#JOB-2466564



AERLY BIRD TRANS GLOBAL, Block Q1, N

Ring Bus Pk, Dublin 9, D09 FT22



No of positions : 1



Paid Position



39 hours per week



36605.00 Euro Annually



31/08/2026



28/09/2026

How to apply

Application Method :

Not available



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Transport, Distribution and Customs Assistant (SOC 4134)

Application Details

In order to work in Ireland a non-EEA National, unless they are exempted, must hold a valid employment permit. Please review the [Eligibility and requirements for an employment permit](#) if you are unsure of your eligibility to apply for this vacancy.

Job Description

Pay: From €36,605.00 per year

Full time: 39 hours per week

Title: Transport, Distribution and Customs Assistant (SOC 4134)

Job description:

Aerly Bird Trans Global are seeking an experienced Transport, Distribution and Customs Assistant to join our logistics team. Following major shifts in international trade, seamless customs clearance is the backbone of our supply chain. This pivotal role combines traditional distribution administration with specialized customs processing for both Irish and UK exports/imports. You will ensure our import and export operations face zero border delays while keeping transit paths fully compliant.

Key Duties and Responsibilities:

Customs Declaration Management: Prepare, review, and lodge import/export customs declarations for both Ireland and UK jurisdictions respectively, (including AIS, AEP, and Customs Import/Export declarations) via Revenue systems.

Tariff & Classification: Identify correct commodity codes, TARIC codes, and customs valuations for a diverse portfolio of transported goods

Scheduling: Assist in booking, scheduling, and tracking incoming and outgoing freight shipments with third-party transport providers.

Inventory Tracking: Monitor stock levels and update the internal Warehouse Management System(Azyra) to reflect real-time distribution data.

Compliance & Audit Support: Validate trade documentation including commercial invoices, certificates of origin, bills of lading . Conduct monthly audits to ensure compliance with AEO and GDP standards.

Requirements and Qualifications:

Experience: QQI Level 6 certificate in customs compliance or equivalent in practical experience in customs compliance .Familiarity with AEO standards of practise and training in Good delivery practises(GDP). Knowledge of Irish and UK customs.

Technical Skills: Proficiency in Azyra freight Management Software, Thyme – IT customs software , Microsoft Office (Excel, Word).

Communication: Strong written and verbal communication skills to liaise effectively with drivers and supply chain partners and customers.

Attributes: High attention to detail, strong problem-solving skills, and the ability to work under time constraints in a fast-paced environment.

Work Location: In person - Aerly Bird Trans Global (part of the GILMAC LTD group) - Unit Q1, North Ring Business Park, Swords Rd, Dublin, 9

- **Sector:** transportation and storage

Career Level

- Experienced [Non-Managerial]